



**UNITED STATES MARINE CORPS**  
MARINE CORPS INSTALLATIONS PACIFIC  
CAMP SMEDLEY D. BUTLER, OKINAWA  
UNIT 35006  
FPO AP 96373-5006

IN REPLY REFER TO:  
5090  
F/EAB/28999  
26 Sept 13

**MEMORANDUM**

From: Environmental Management System Manager  
To: MCB Camp Butler EMS Core Team Members  
  
Subj: ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) MCB CAMP BUTLER CORE TEAM  
MEETING MINUTES

Ref: (a) III MEF/MCIPACO 5090.1

Encl: (1) Agenda  
(2) Attendance Roster

1. Per reference (a), the MCB Camp Butler EMS Core Team met on 18 September 2013 at Bldg. 363, 3rd Floor Conference Room. The meeting was started at 0900 hours and the agenda is contained in enclosure (1).
2. The meeting was chaired by (b)(6) and the list of attendees is contained in enclosure (2).
3. The following is a summary of the meeting discussion:
  - a. FY13 Environmental Objectives and Targets  
(b)(6) reviewed the FY13 Environmental Objectives and Targets, see enclosure (1) Agenda for details of FY13 Objectives and Targets.
  - b. Environmental Action Plan (EAP) Update
    - 1) FY13 EAP-1: Solid Waste Diversion  
(b)(6) updated the team on Solid Waste Diversion EAP. See enclosure (1) Agenda, page 4.
      - Bobcat Procurement: Qualified Recycling Program (QRP) completed the procurement of material handling equipment (Bobcat). GME issued a license plate and the equipment is in operation.
      - All the planned new recycling equipment installation listed in EAP-1 will happen after completion of the JFIP New Hansen Recycling Center Project. The design phase of the JFIP project was completed in March 2013 and construction of the building to start in a year.

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The estimated project completion year is 2016.

- QRP is not authorized to procure vehicles for use in source collection of recyclables. This hampered the completion of the action item to expand recycling collection.
  - Recycling Center's Equipment Preventive Maintenance Program:
    - o The program was developed and QRP is still working with contracting agencies in getting a preventive maintenance contractor to implement the program.
    - o (b)(6) mentioned that DLA uses Army Maintenance at Torii Station on their equipment preventive maintenance. Maybe this can be one option for QRP to get the Equipment Preventive Maintenance Program implemented.
  - Procurement of large truck scale and (2) forklift scales will be included in the 2014 shopping list.
  - No progress in leasing a Nissan LEAF electric car and installation of electric car charging station at Bldg. 5611 to support direct-selling process.
- 2) FY13 EAP-2: Construction and Demolition Diversion
- (b)(6) updated the team on Construction and Demolition Diversion EAP. See enclosure (1) Agenda, page 5.
- After the P2 Manager completed the coordination with contracting agencies (Public Works Branch, ROICC and Army Corps of Engineers) to track diversion of construction and demolition(C&D) debris last quarter, the P2 Manager is now getting complete C&D diversion (b)(6) ROICC.
  - stated that it is a requirement under the Japanese law to divert over 90% of our C&D.
- 3) FY13 EAP-3: Reduce Facilities Energy Intensity
- (b)(6) presented the Reduce Facilities Energy Intensity EAP update. See enclosure (1) Agenda, pages 6-8.
- A 5.11% reduction of energy intensity from the baseline was achieved in FY13. Our goal is 30% by 2015 and 37.5% reduction by 2020.
  - A 6.47% reduction of water intensity from the baseline was achieved in FY13. Our goal is 16% from baseline by 2015.
  - Annual energy intensity (MBTU/KSF) has shown reduction

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in Bldg. 363 as a result of combined A/C shutdown, improved A/C system's control, and energy improvement projects. See Annual Consumption graph in enclosure (1) Agenda, page 8.

- Efficient magnetic bearing chillers were installed in 22 locations at Camp Hansen, Courtney, and Foster.
- The following questions were raised by <sup>(b)(6)</sup> and answered by <sup>(b)(6)</sup>
  - Are we installing more of the magnetic bearing chillers in Camp Courtney? Energy Section will try to submit projects to install more magnetic bearing chiller installation in Camp Courtney.
  - What are the criteria for A/C shutoff? There are no established criteria yet.

4) FY13 EAP-4: Vehicle Fuel Consumption Reduction <sup>(b)(6)</sup>

<sup>(b)(6)</sup> updated the team on Vehicle Fuel Consumption Reduction EAP. See enclosure (1) Agenda, page 9.

- By implementing system wide improvements to the Green Line Bus service, more than 18,000 gallons of fuel was saved.
- Anti- Idling Policy is being continuously and aggressively enforced on all GOV vehicles.
- There are 12 Electric Vehicles inbound to replace older vehicles.
- The Preventive Maintenance Program is being actively assessed to streamline the process and to implement changes in reducing hazardous materials use, improve customer service, and reduce vehicle down-time awaiting preventive maintenance.

5) FY13 EAP-5: Hawker Battery Reuse Program

<sup>(b)(6)</sup> updated the team on Hawker Battery Reuse Program EAP. See enclosure (1) Agenda, pages 10-12.

- Test trials on HD Pallet Chargers (2 battery rejuvenation systems) were conducted and successfully completed at Environmental Support Team (EST) Bldg. 5609 using batteries of various types.
- The Hawker Battery rejuvenation operation will continue at EST Bldg. until a new contract is in place for JEMMS to take over the operation.
- There are now 50 charged batteries ready for transfer to JEMMS and for the Battery Reuse Program.
- Additional information from <sup>(b)(6)</sup> JEMMS will

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receive 2,100 free Hawker batteries from the US Army that are available for the Battery Reuse Program. These batteries will go through the rejuvenation charges prior to use.

c. FY14 Risk Ranking

(b)(6) presented the FY14 Environmental Risk Ranking. First, the Installation Safety Office reviewed the Health and Safety ranking and the Natural/Cultural Resources Team of the Environmental Affairs Branch (EAB) the Environmental Risk. The draft ranking was then staffed to the rest of EAB and the EMS Core Team for review and approval. The top Practice-Aspect-Impact (PAI) risk scores are tabulated in page 13 of enclosure (1) Agenda.

d. FY14 Proposed Objectives and Targets

(b)(6) proposed the following FY14 Objectives and Targets to the team:

Objectives	Targets
1. Reduce the impact of solid waste generation.	Divert 63% of non-hazardous solid waste from the waste stream in FY14.
2. Reduce electricity use in buildings.	Reduce energy intensity of facilities by 37.5% by FY20 using FY03 as baseline (FY14 Target: 3% reduction from FY13).
3. Reduce vehicle fuel consumption and air emissions.	Reduce use of petroleum products by vehicle fleets by 30% by FY20 using 2005 as baseline (FY14 Target: 3% from FY13).
4. Reduce hazardous waste disposal.	Reduce contaminated absorbent (consorb) waste disposal by 5% in FY14.
5. Control invasive species.	Continue to monitor and control Cane Toad population in FY14.
6. Manage radon data.	Integrate radon data into Geographic Information System (GIS) in FY14.

- Some EMS Core Team members suggested we need to work on diverting pallets and mattresses from the landfill. Currently DLA Disposition Services cannot accept them and the Facilities Maintenance Branch is not providing disposal alternatives for these wastes.

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- e. FY14 MCIPAC Commander's Environmental Management Review Board (CEMRB)
- (b)(6) discussed the upcoming FY14 CEMRB meeting to the team.
- Tentatively scheduled in October or November 2013
  - MCIPAC installations will participate via VTC
  - The board will review Environmental Compliance, EMS Conformance, Status of FY13 Objectives and Targets (O&Ts), and proposed FY14 O&Ts for the Commanding General's approval.
- f. MCIPAC Environmental Policy Statement
- (b)(6) presented the new EMS 01.6 MCIPAC Environmental Policy signed by (b)(6)
- g. EMS Document Update
- (b)(6) briefed the team on EMS Documents. See enclosure (1) Agenda for listing of revised, newly published, and cancelled documents from April to September 2013.
- h. Conclusion
- 1) The Core Team meeting minutes will be distributed to Core Team members and other interested parties.
  - 2) The EMS Core Team members were reminded to brief their chain of command on the all environmental activities. Upcoming events:
    - Next Core Team meeting - December, 2013
    - CEMRB Meeting - October or November 2013
4. The meeting adjourned at 1015 hrs.
5. Please brief your chain of command of the contents of this EMS Core Team Meeting Minutes.
6. The EMS Core Team point of contact is (b)(6) Coordinator, (b)(6)



## **MCB CAMP BUTLER EMS CORE TEAM MEETING 4th Quarter 2013**

**Date:** 18 Sep 2013

**Time:** 0900-1000

**Location:** Bldg. 363 Conference Room

**Chairperson:** (b) (6)

**Facilitator:** |

### **Meeting Agenda**

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- FY13 Objectives and Targets
- FY13 Environmental Action Plans (EAP)
- FY14 Risk Ranking
- FY14 Proposed Objectives and Targets
- FY14 Commander's Environmental Management Review Board (CEMRB)
- EMS Document Update

EMS Core Team Meeting September 2013

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## FY13 Objectives and Targets

Objectives	Targets
<b>1. Reduce the impact of solid waste generation.</b>	a. Divert 60% of non-hazardous solid waste from the waste stream in FY13. b. Divert 60% of construction and demolition debris from the waste stream by FY15. (FY13 Target: 56%).
<b>2. Reduce electricity use in buildings.</b>	Reduce energy intensity of facilities by 37.5% by FY20 using FY03 as baseline (FY13 Target: 3% reduction from FY12).
<b>3. Reduce vehicle fuel consumption and air emissions.</b>	Reduce use of petroleum products by vehicle fleets by 30% by FY20 using 2005 as baseline (FY13 Target: 3% from FY12).
<b>4. Reduce hazardous material usage and hazardous waste disposal.</b>	Implement Hawker battery reuse program.

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## EAP-1 Solid Waste Diversion

(b) (6)

Plan of Action	Responsibility	Status	Completion
Procure Material Handling Equipment (Bobcat)	QRP Manager	Complete	31 May 2013
Install sorting conveyor Install new glass pulverizer Install new wood chipper Install new 100Hp horizontal baler Install (2) new can condensers Install new can separator Install new paper shredder Install new vertical baler	QRP Manager	In progress as JFIP (New Recycling Center), Design stage until 31 Mar 2013	31 Mar 2015
Procure large-size scale and 2 forklift scales	QRP Manager	In progress	31 May 2013
Review existing routes and increase collection points	QRP Manager	Ongoing	Continuous
Conduct yearly commodity market and economic feasibility analysis to develop new QRP business plan for non-hazardous/non-construction/demolition debris	QRP Manager	Ongoing	Continuous
Develop and implement Recycling Equipment Preventive Maintenance Program	QRP Manager	In progress	31 Mar 2013 (TBD)
Replace existing can separator and install additional new can condenser at Bldg 5611	QRP Manager	In progress	Dec 2013
Lease a Nissan LEAF electric car and install electric car charging station at Bldg 5611 to support direct-selling process	QRP Manager	In progress	31 Mar 2013 (TBD)
Develop SOP for Barracks Recycling	P2 Manager	Complete	Sept 2013

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## EAP-2 Construction & Demolition Diversion

(b) (6)

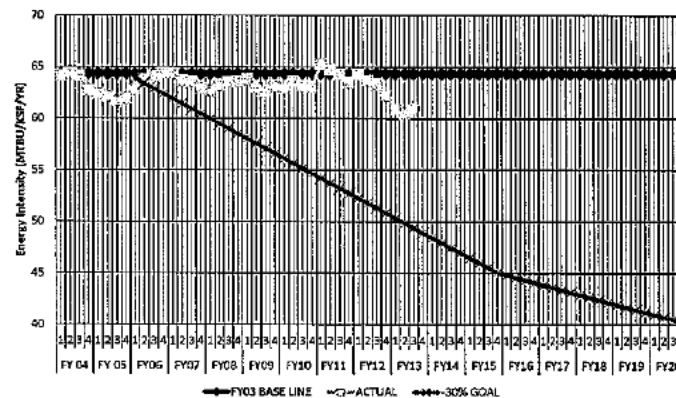
Plan of Action	Responsibility/POC	Status	Completion
Coordinate with contracting agencies (PWB, ROICC and Army Corps of Engineer) to track diversion of construction and demolition(C&D) debris	QRP Manager / P2 Manager	Complete	April 2013
Review and develop C&D Guidelines for C&D Waste Diversion Management Methods	P2 Manager	In progress	Sept 2013
Evaluate feasibility to receive directly additional C&D Debris & identify most feasible commodities	P2 Manager/QRP Manager	Complete	April 2013
Review MCBB Engineer Section Construction Specifications in 4 MAC contracts & recommend new C&D diversion requirements	P2 Manager	Preliminary recommendation made	April 2014
Develop data requirement needed for submission to C&D Data Mgr.	PWB,ROICC, ACOE & FE EB	Complete	April 2013
Identify means to increase C&D diversion*	PWB,ROICC, ACOE & FE EB	In progress	April 2014

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## EAP-3 Reduce Energy Intensity of Facilities

(b) (6)

ENERGY INTENSITY REDUCTION PROGRESS (Current: -5.11%)

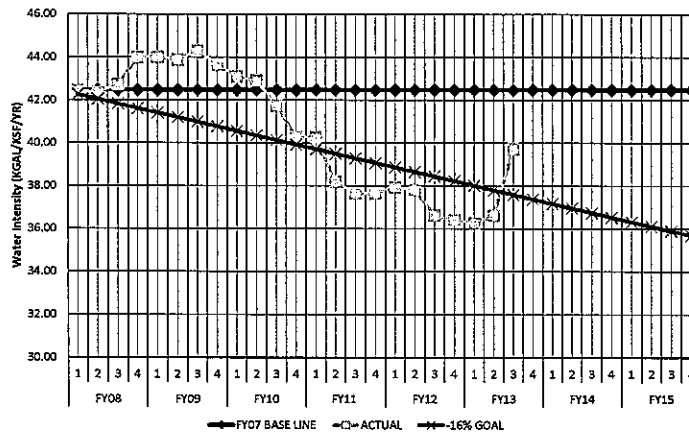


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## EAP-3 Reduce Facilities Energy Intensity

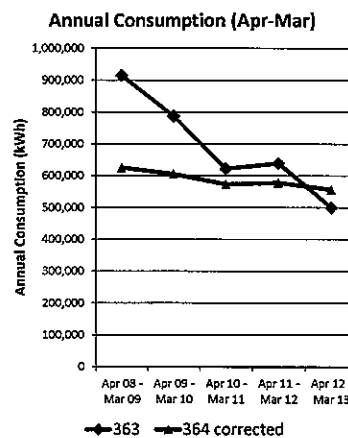
WATER INTENSITY REDUCTION PROGRESS (Current: -6.47%)



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## EAP-3 Reduce Facilities Energy Intensity

- Renewable Energy Systems installed (2 solar & 2 wind turbines)
- Facility Energy Improvement project (Foster 363 – see graph)
- Efficient magnetic bearing chillers installed at 22 locations (Hansen, Courtney & Foster)
- LEC Exit Signs for 600+ buildings throughout Okinawa and Fuji proposed for \$1.4M with \$160K saving
- Energy Audit completed and projects proposed for \$4M with \$411K saving



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## EAP-4 Vehicle Fuel Consumption Reduction

(b) (6)

Plan of Action	Responsibility/POC	Status	Completion
Enact system wide improvements/changes to The Green Line bus service. Projected annual fuel reduction 18,398.464 gallons	Fleet Manager / GME Operations Officer	Start date 1 March 2013	28 Feb 2014
Continue to enforce the Anti-Idling Policy (GME SOP MCBJO 11240.5)	GME Operations Officer	Ongoing	Continuous
Continue to enforce Official Use.	Motor T Chief / Operations Chief		
Continue to reduce the number of fossil fuel vehicles through Right Sizing the Fleet	Procurement Chief	Ongoing	Continuous
Continue to promote Green Line bus service.	GME Operations Officer	Ongoing	Continuous
Continue to monitor GME in service vehicles (Road Master Checkpoints – utilization) Addressing Idling and Unofficial Use	Motor T Chief / Operations Chief	Ongoing	Continuous
Continue to redesign Quality Control Program (Implementation of QC Stations & QC Satellites through Okinawa & CATC Fuji)	Operations Chief / Chief Dispatcher	Ongoing	Continuous
Continue to utilize technology to maintain records and provide cost effective information to GME users / customers	Procurement Chief	In Progress	Continuous
Continue to procure fuel efficient vehicles such as Hybrids including passenger buses.	Procurement Chief	Ongoing	Continuous
Continue with expansion plans for Electric Vehicles (zero fuel/zero carbon)	Procurement Chief	Ongoing	Continuous

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## EAP-5 Hawker Battery Reuse Program

(b) (6)

### Implement Hawker Battery Reuse Program

- FY13 Procurement = 502 batteries / \$169,575.60
- NSNS: 6140-014851472 \$337.80 per battery
- FY13 disposal/QRP recycling = 195,928lbs (collectively)
- Track FY14 usage...ongoing



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## **EAP-5 Hawker Battery Reuse Program**

### **Implement Hawker Battery Reuse Program**

Test trials on HD Pallet Charger at EST (2 systems)

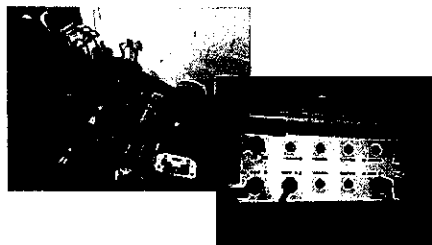
Analyzed/charged 50 batteries (various types)

#### **PROS**

- \* Simple operation (no maint.)
- \* 1~2 day conditioning
- \* dead battery (0 volts)
- \* safety shutdown
- \* no voltage drop
- \* 12 batts per system
- \* 50% after cond.

#### **CONS**

- \* Battery overheat/vent
- \* load tester (CCAs)



## **EAP-5 Hawker Battery Reuse Program**

### **Implement Hawker Battery Reuse Program**

- Batteries going to JEMMS (Cost Avoidance)
  - no need to submit AULs, Free of charge, automatic push once ordered
- 50 batteries ready to go on Reuse now

## FY14 Risk Ranking

PRACTICE	ASPECT	Env	Regulator y	Perception	Health	Freq	Mission	PAI Score
Aircraft combat training	Noise	5	1	5	5	10	10	28
Building operation/maintenance/repair	Solid waste generation	5	5	5	3	10	8	26.8
Vehicle Operations	Fuel use	5	2	3	3	10	10	26.7
Aircraft combat training	Fuel use	5	2	1	3	10	10	26.1
Vehicle Operations	Air Emissions	5	2	1	3	10	10	26.1
Aircraft combat training	Air Emissions	5	1	1	3	10	10	25.6
Building operation/maintenance/repair	Electricity use	5	2	3	3	10	8	24.7
Vehicle maintenance	Hazardous material use	5	5	3	3	9	8	24.38
Vehicle maintenance	Hazardous waste generation	5	4	3	3	9	8	23.93
Battery management Equipment	Electricity use	5	2	3	5	10	5	22.9
operation/maintenance/disposal	Air Emissions	2	2	5	3	10	7	22.5
Construction/renovation/demolition	Solid waste generation	5	2	5	3	10	5	22.3
Encampment	Soil disturbance	5	2	5	3	10	5	22.3
Paint booth	Air Emissions	5	2	1	5	10	5	22.3
Painting	Air Emissions	5	2	1	5	10	5	22.3
Solid waste collection/transportation	Solid waste generation	5	5	5	3	9	5	21.92
EOD training	Physical presence	5	1	5	3	10	5	21.8
Soil excavation/grading	Physical presence	5	1	5	3	10	5	21.8

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## FY14 Proposed Objectives and Targets

Objectives	Targets
<b>1. Reduce the impact of solid waste generation.</b>	Divert 63% of non-hazardous solid waste from the waste stream in FY14.
<b>2. Reduce electricity use in buildings.</b>	Reduce energy intensity of facilities by 37.5% by FY20 using FY03 as baseline (FY14 Target: 3% reduction from FY13).
<b>3. Reduce vehicle fuel consumption and air emissions.</b>	Reduce use of petroleum products by vehicle fleets by 30% by FY20 using 2005 as baseline (FY14 Target: 3% from FY13).
<b>4. Reduce hazardous waste disposal.</b>	Reduce contaminated absorbent (consorb) waste disposal by 5% in FY14.
<b>5. Control invasive species.</b>	Continue to monitor and control Cane Toad population in FY14.
<b>6. Manage radon data.</b>	Integrate radon data into Geographic Information System (GIS) in FY14.

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## FY14 CEMRB

- MCIPAC Commander's Environmental Management Review Board
- 1<sup>st</sup> Quarter of FY (tentatively Nov)
- MCIPAC installations participate via VTC
- Review:
  - Environmental Compliance
  - EMS Conformance
  - Status of FY13 Objectives & Targets (O&T)
  - Propose New O&Ts for FY14

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## Environmental Policy Statement

- Signed by this month (b) (6)
- Please replace (b) (6) policy statement
- Japanese and Korean translations awaiting signature



(b) (6)

### MARINE CORPS INSTALLATIONS PACIFIC ENVIRONMENTAL POLICY

The natural environment is a key asset to the mission of Marine Corps Installations Pacific (MCIPAC). MCIPAC's policy is to enhance the Marine Corps by incorporating environmental compliance, efficient natural resources management practices and the interests of the local community into mission execution. To this end, we will always strive to protect and preserve the land, water, air, and cultural resources within our cognizance by doing the following:

- Complying with all applicable environmental legislation, Federal Government standards, regulations and policy
- Implementing pollution prevention through source reduction and recycling
- Conserving natural resources and preserving cultural resources
- Implementing sustainability initiatives
- Monitoring risk to assets
- Conducting appropriate review of potential environmental impacts of all Federal actions

Operational readiness is the hallmark of the Marine Corps and environmental compliance is the key to sustaining and enhancing mission readiness and access to training environments. MCIPAC is committed to promoting responsible stewardship while continuously improving environmental performance through an effective and efficient Environmental Management System (EMS).

Senior Fideles

(b) (6)

MA  
COMMANDING GENERAL, MARINE CORPS INSTALLATIONS PACIFIC

ENS-016

Sep 2013

EMS Core Team Meeting September 2013

### **EMS Documents New** (April-Sept 2013)

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- EMS 01.6 MCIDAC Environmental Policy  
(b)(6)
- EMP 04.3 Disposal of Gray Water from  
Training Area Exercises SOP
- EMSP 13.1.4 Non Compliance Notice Form
- EMSP 13.1.2 UER Inspection Checklist
- EMSP 13.1.3 HWAP MGR Inspection Checklist  
(EN/JN)

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### **EMS Documents Cancelled** (April-Sept 2013)

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- EMP 1.3.3 HWAP Inspection Weekly  
Checklist
- EMP 1.3.2 UER Inspection Checklist
- EMSP 17.1.1 Non Compliance Notice Form
- CO 5090.2A Camp Schwab OHSPCP
- CO 5090.1 Camp Kinser OHSPCP

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### **EMS Documents Revised** (April-Sept 2013)

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- EMP 01.1 Continuity Binder SOP Ver 5
- EMP 01.1.1 Continuity Binder Tabs Ver 5
- EMP 01.2 ECPSOP Ver 4
- MCO P5090.2A Environmental Compliance and Protection Manual Change 3
- EMSP 11.1 Spill Prevention and Response Plan (SPRP) Ver 2

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### **EMS Documents Being Revised & Staffed**

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- **EMS Manual**
  - Being revised to comply with MCO P5090.2A Environmental Compliance and Protection Manual Change 3
- **Radon SOPs (new)**
  - EMP 16.1 Radon Mitigations Systems Inspection SOP
  - EMP 16.2 Radon Mitigations Systems Maintenance SOP

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## **Conclusion**

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- Upcoming events:
  - CEMRB Meeting – Nov 2013
  - Next Core Team Meeting – Dec 2013
- Will send minutes to EMS Core Team
- Please brief your chain of command

**Thank you!**



**Sept 2013**

(b) (6)

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ATTENDANCE ROSTER  
EMS CORE TEAM MEETING  
Sept 2013

NAME	SIGNATURE	UNIT	PHONE	E-MAIL
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(b) (6)